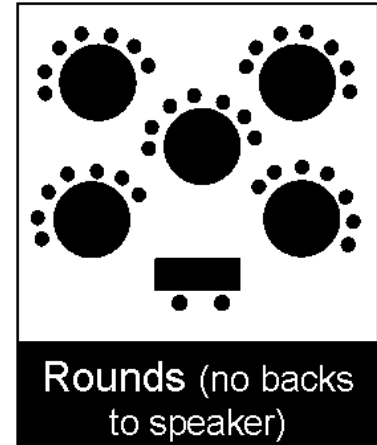
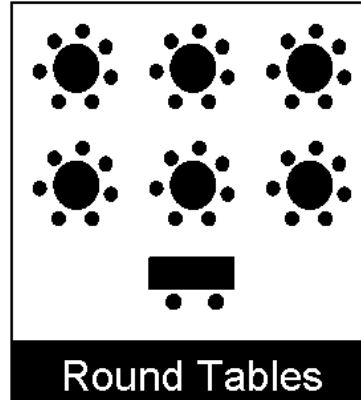
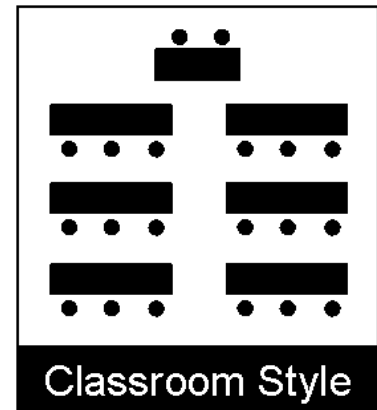
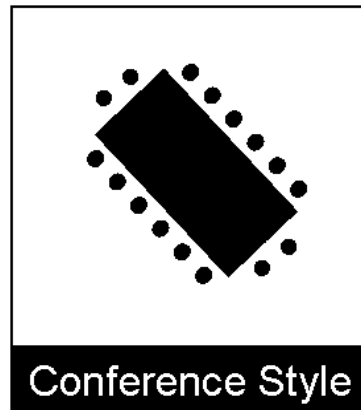
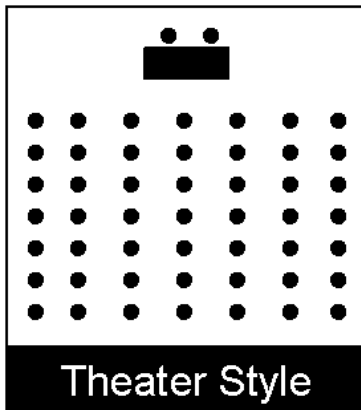


ROOM ARRANGEMENTS FOR MEETINGS AND PRESENTATIONS

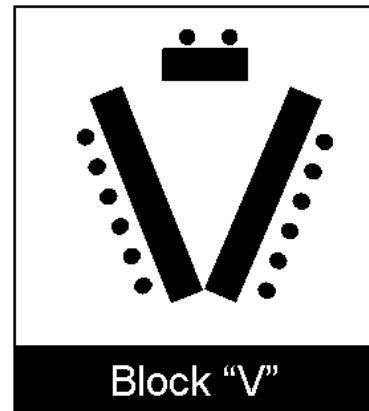
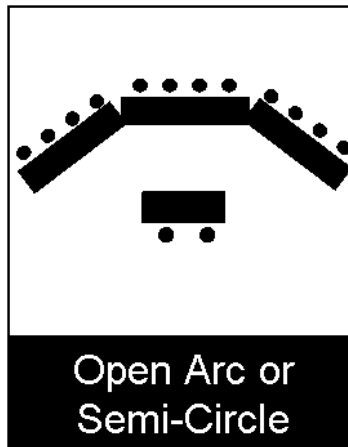
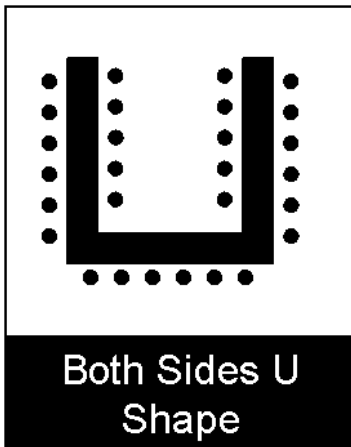
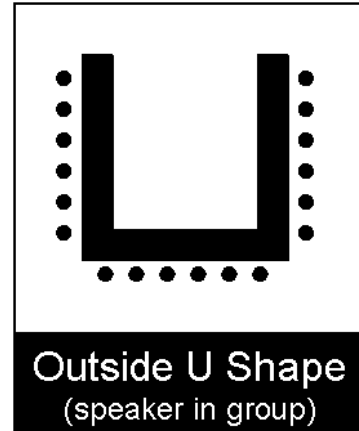
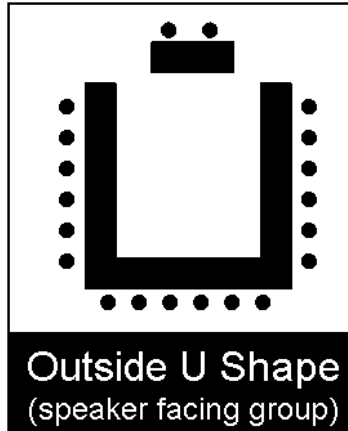
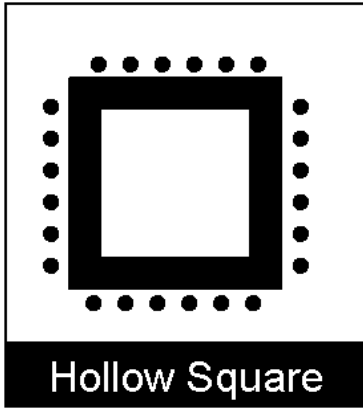
The room arrangement for a meeting or presentation should be intentionally planned and arranged. The arrangement of the room should be determined by:

- The size of group
- The size and shape of the meeting facility
- The purpose of meeting
- Level of interaction desired among participants
- The presentation/facilitation method(s) used.

Room arrangement options include the following layouts:



ROOM ARRANGEMENTS FOR MEETINGS AND PRESENTATIONS (Continued)



Prepared by Richard L. Poling, Associate Professor, Program and Staff Development, University of Arkansas Division of Agriculture Cooperative Extension Service, 5/2013.

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